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DEPARTMENT OF AGRICULTURE

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2015

**NOTICE OF ANNUAL RENEWAL FEE FOR
REGISTERED SERVICE AGENT LICENSE**

Your annual Registered Service Agent (RSA) license fee is the amount of \$100 for each location and \$20.00 per agent is due on or before December 31, 2014. Enclosed is our invoice estimated on last year's fee. If you have added or deleted agents, please make payment accordingly. For ease of payment, we have included a credit card authorization form on the back of the invoice.

Registration applications and additional forms can be found on the Consumer Equitability website. [http://agri.nv.gov/Protection/Weights and Measures/Registered Service Agency Program/](http://agri.nv.gov/Protection/Weights%20and%20Measures/Registered%20Service%20Agency%20Program/) for your convenience. Please note that it is required that EACH agent listed completed and sign the following forms:

- 1) Placed in Service Procedure (WM-RSA-02)
- 2) Report of Existence of Nevada Business License (WM-RSA-03)
- 3) Child Support Information (WM-RSA-04)

The application process will not be completed until the Registered Service Agency Application (WM-RSA-01), each of the above forms per agent listed on the application and the full payment is received. Return remittance to the attention of Deana Moscato at the Southern office; email: rsa@agri.nv.gov; fax: 702-668-4567 or mail: 2300 McLeod Street, Las Vegas, NV 89104. Any application submitted without completion of **ALL** of the above criteria will be denied and NO license will be issued.

Should you have any questions, concerns or changes to your registration, please call Deana Moscato at (702) 668-4546.

Regards,

Bart O'Toole
Administrator
Division of Consumer Equitability